



SENATE MEETING

Tuesday, October 3, 2023 4:00 pm
 Capilano University, Library Building, Room LB 322

MINUTES

Present: Paul Dangerfield (Chair), Deanna Baxter, John Brouwer, Sue Dritmanis, Brian Ganter, Rafael Gasc, Victor Gelano, Denise Gingrich, Kyle Guay, Patricia Heintzman, Deb Jamison, Manpreet Kaur, Tracy Penny Light, Brad Martin, Corey Muench, Lesley Nelson, Christina Neigel, Karandeep Singh Sanghera, Ramin Shadmehr, Laureen Styles, Natasha Mrkic-Subotic, Michael Thoma, Diana Twiss, Kyle Vuorinen, Stephen Williams, Recorder: Mary Jukich

Regrets: Thomas Flower, Amina El Mantari

Guests: Eduardo Azmitia, Elder Latash, Delhia Nahanee

Land Acknowledgement

Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Lílwat, x^wməθk^wəyám (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlílwata?/Selilwitulh (Tsleil-Waututh) Nations.

1. Welcome

The Chair called the meeting to order at 4:00 pm and provided the following announcements:

- Robert Thomson has resigned from Senate.
- As a result of Robert Thomson's resignation, Sue Dritmanis assumed voting rights for the Faculty of Business and Professional Studies.
- Dr. Natasha Mrkic-Subotic, Acting Dean, Faculty of Global and Community Studies and Patricia Heintzman, new Board liaison member were introduced and welcomed to Senate.
- Dennis Silvestrone, Dean of Business and Professional Studies, was acknowledged and thanked for his work at Senate and the University.

2. Approval of the Agenda

Paul Dangerfield moved and Kyle Guay seconded:
 To adopt the agenda.

CARRIED



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3. Approval of the Minutes

Sue Dritmanis moved and Laureen Styles seconded:
To adopt the September 5, 2023 minutes.

CARRIED

4. Correspondence Received

No correspondence was received.

5. Business Arising

5.1 Volunteers for Subcommittees

Presented by: Paul Dangerfield

Senate members were invited to consider volunteering on the remaining vacancies of Senate committees, particularly the Vice-Chair Nominating and the Self-Evaluation committees.

6. New Business

6.1 Academic Schedule 2024/2025

Presented by: Kyle Vuorinen

Senate members were presented with the document outlining the important dates and deadlines for the 2024 – 2025 academic year (September to August).

On review and discussion, the following comments were provided by Senate members:

- A concern was raised regarding the scheduled last day of exams and the deadline for submitting grades, and the requirement for faculty to work over the weekend to meet the deadline. In this regard, information was provided that in terms of the fall semester, there was a tight timeline between the end of exams and the institution closing for the holidays; however, the Registrar could review this timeline.
- The dates for the start of online registration are earlier, and in some cases, are two weeks earlier than previous, and the earlier registration could be problematic for some programs. Information was provided that in developing the schedule, the same time pattern was used as in previous years; however, the Registrar would review and report back.



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- The issue of a fall reading break was discussed and information provided the Ministry has standardized the amount of teaching days over the course of a semester, and in order to remove days, days would have to be added to the beginning or end of the semester. In this regard, it was suggested that this issue be discussed with the student body and with the CSU.

6.2 Senate Self-Evaluation Committee Survey Results

Presented by: Christina Neigel

Senate members were provided with an overview of the self-evaluation survey results which noted that the response rates were lower than previous years. Recommendations in the report speak to following up on the information collected in the survey, and in moving forward, work will also be undertaken to better understand the work at the Senate committee level.

During the discussion, a concern was raised that the data was not provided, and this information be shared at the November Senate meeting.

6.3 Senate Student Vacancy

Presented by: Kyle Vuorinen

The Registrar provided the timeline for the by-election for the vacant student Senator position noting that voting will open on November 9 and close on November 15. The term for the student Senator will be until July 31, 2024.

In addition, there will be an opening for a faculty Senate seat for Business and Professional Studies. The election will take place between November 15 and November 22, with the term ending on July 31, 2024.

7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Sue Dritmanis

The September meeting was cancelled, and the next meeting will be on October 10th.

7.2 Bylaw, Policy and Procedure Committee

Presented by: Corey Muench



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The committee met on September 12th and September 26th.

At the September 12th meeting, the committee undertook a final review of the proposed changes to the Honorary Degree Policy and Procedures, and a final review of the revisions to the Academic Accommodations for Students with Disabilities Policy and Procedures, with the major suggestion to include the definition of a support person.

At the September 26th meeting, the committee reviewed the proposal to change B.103 Program Advisory Committee Policy from a Board to a Senate policy.

7.2.1 Honorary Degree Recipients Policy / Procedures

During the review and discussion, a question was raised on whether there should be consideration in the policy in case the University has to revoke an honorary degree. In this regard, the Chair of Senate was tasked to explore whether a policy be developed, or if there should be a separate action, that reviews the process for revoking an award and more specifically for honorary degrees.

Corey Muench moved and Kyle Guay seconded:

23/28 That the Senate approve the revised S2010-01 Honorary Degrees Policy and S2010-01-1 Procedure for Selecting Honorary Degree Recipients.

CARRIED

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memorandum

The resolutions brought forward from the September 15, 2023 Senate Curriculum Committee meeting were presented to Senate for approval.

Deb Jamison moved and Kyle Guay seconded:

23/29 Senate approve SCC Resolution 23/46.

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7.4 Teaching and Learning Committee

Presented by: Diana Twiss

The committee met on September 19th, and received an update on the digital learning framework which is currently in draft form. The committee also reviewed and provided feedback on the proposed changes to the academic integrity policy, and was also provided with an overview on the Capilano University Guidelines for Appropriate use of Generative AI.

7.5 Budget Advisory Committee

Presented by: Michael Thoma

The next committee meeting will be scheduled for October.

8. Other Reports

8.1 Senate Chair

Paul Dangerfield provided the Chair's report, including the following highlights:

- The Senate orientation took place at the September meeting and the orientation and reference handbook were distributed to Senate members by email, and are also posted on the [Senate website](#).
- The CSU presentation will held at the November Senate meeting.
- October is Women's History Month and everyone was encouraged to participate in the events taking place at the campus.

8.2 Senate Vice-Chair

A report was not provided.

8.3 VP Academic and Provost

Lauren Styles provided the Vice President Academic and Provost report, including the following highlights:



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- Extending appreciation for the leadership of colleagues in Indigenous Affairs and Education with their schedule of learning and cultural activities over the month of September, and for coordinating the powerful event of Elder Wendy Charbonneau, performing her trilogy "Resisting Injustice, Genocide, and Linguicide" and her own work, "Echoes of Peace" on September 28th.
- Fall saw the launch of the new program – Interaction Design diploma in the Faculty of Fine and Applied Arts – recognizing the program working group, coordinators, department, and Faculty along with the Office of Academic Initiatives and Planning.
- The proposed Bachelor of Environment and Society site visit was held this past Monday – a next step towards a hopeful positive recommendation by the Degree Quality Assessment Board (DQAB) to the Minister. The external review report is anticipated to go to a December DQAB meeting. Again recognizing the significant contributions of the program working group, dean, and Academic Initiatives and Planning for their work to date.
- The proposed Certificate in Contract Law through the School of Legal Studies, Faculty of Business and Professional Studies was approved by the Board of Governor's at their September meeting for implementation.

8.4 Board Report

Patricia Heintzman provided the Board report, including the following highlights:

- The Board met on September 26 and the five-year financial plan was approved, as well as the updated student code of conduct policy. In addition, Senate members were invited to learn more about the new campus in Squamish and the opportunities associated with the community and campus.

8.5 Elder Report

Elder Latash shared some stories about his uncle, Chief Joe Capilano. Elder Latash also spoke on the value and importance of a university education, the success of young people, and acknowledged the work of the Capilano campus community in this regard. In addition, Elder Latash spoke of the residential schools, recognizing



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the importance of Orange Shirt Day and was encouraged by the extent of the recognition of the day.

9. Discussion Items

No discussion items were presented.

10. Other Business

No other business was presented.

11. Information Items

No information items were presented.

The meeting was adjourned at 5:30 pm.

Next Meeting: Tuesday, November 7, 2023
